

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



September 26, 1991

ALL-COUNTY LETTER NO. 91-101

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: Reduction in Time-Eligibility for Recipients of Refugee Cash Assistance (RCA)

The purpose of this letter is to notify Counties that the Federal Office of Refugee Resettlement is establishing a new policy for cash assistance to refugees for Federal Fiscal Year 1992.

Effective October 1, 1991, time eligibility for the RCA program will be reduced from the current 12 months to eight months for persons who were not receiving RCA as of September 30, 1991, and for current RCA recipients who have not yet reached eight months of time eligibility.

Effective November 30, 1991, cash assistance must be terminated to any RCA recipient who, as of that date, has reached or passed the end of the eight-month period. (This change in the eligibility period for RCA does not affect the Unaccompanied Minor Program.) In order to ensure that RCA cases are appropriately terminated in accordance with Federal requirements, the CWDs will be required to identify all RCA assistance units (AUs) affected by the reduction in time eligibility. Refugee AUs to be terminated from the RCA program must be sent a timely Notice of Action (NOA).

In no case will cash assistance be paid beyond November 30, 1991 to any recipient who has already received eight months of benefits.

Counties must also notify the Central Intake Points/Central Intake Units via the RS 18 (Information Transmittal Form) that the RCA registrant is no longer a mandatory participant in refugee resettlement program-funded employment and training services.

Notices of Action (NOA)

Please use the enclosed NOA messages on the NOA form 290 to notify RCA applicants/recipients of the reduction in time eligibility.

Translation for the enclosed NOAs is currently being developed by the Department of Social Services, and will be distributed directly from the Language Services Bureau to the County Forms Coordinators. All questions or requests regarding translations should be directed to the Language Services Bureau at (916) 654-1282.

### Overpayments

Overpayments incurred while the AU was in the RCA program may not be recouped by grant adjustment.

### Sanctions

An RCA sanction does not follow the AU to other cash and medical aid programs. Therefore, an AU that has been in the United States (U.S.) eight months or longer, and has been sanctioned may reapply for assistance (and be granted aid if otherwise eligible) during the three or six-month sanction period.

### Fiscal Claiming Instructions

#### - Administrative Expense

Counties are to continue to time study eligibility determinations and grant maintenance activities for RCA clients (months 1-8) on the Eligibility Time Study, Sub-program Code 2590. The costs will flow through the Administrative Expense Claim on the Program Number 259.

#### - Assistance Claiming Instructions

As mentioned above, effective October 1, 1991, time eligibility for the RCA Program will be reduced from the current 12 months to eight months for refugees who were not receiving RCA as of September 30, 1991. Counties will continue to claim RCA AUs which have not exceeded the eight-month time-eligibility period as of October 1, 1991 on the DFA 846.

Those recipients who were receiving RCA before September 30, 1991 and who have reached or passed the eight-month period as of October 1, 1991 may continue to be claimed on the DFA 846. Counties must discontinue claiming these recipients on the DFA 846 effective November 30, 1991.

Therefore, effective December 1, 1991 only those recipients who have not exceeded the eight-month time-eligibility period will continue to be claimed on the DFA 846. The eight-month time eligibility does not impact claiming for unaccompanied children which are also reported on the DFA 846.

### Statistical Reporting Instructions

Beginning immediately and continuing until further notice, it will be necessary for each County Welfare Department to make the appropriate adjustments to the time-eligibility reporting requirement for the RCA Program on the following forms.

1. Refugee Resettlement Program - Cash Grant Caseload Movement Report (Forms RS 237)

All counts reported on this form for the RCA Program will reflect the eight-month limitation for time eligibility. For example, in the RCA columns, Line 8a(2), "Time-Eligible Persons", Counties should report refugees who have resided in the U.S. from one to eight months; on lines 9a and 9b, "RCA" only, Counties should report the number of cases and persons that were terminated because they became time expired after eight months.

2. Refugee Report, Time-Expired Cases and Persons (Form RS 22A)

All counts on this report will reflect those refugees who have time expired at five months and who are still receiving benefits in Aid to Families with Dependent Children or Medi-Cal. Those recipients who have time expired from RCA at nine months and are currently receiving County-only General Assistance/General Relief (persons & cases) should be entered on Form RS 22A during the report month.

3. Refugee Assistance by Nationality Annual Report (Form RS 238)

Counts reported on this form for RCA will reflect the eight-month limitation for time eligibility.

Questions concerning refugee program requirements should be directed to your County Refugee Program Operations Analyst at (916) 323-2131. Questions regarding fiscal claiming should be directed to Ms. Janet Sandlin (Administration) or Ms. Stephanie Davis (Assistance) at (916) 657-3440. Any questions concerning statistical reporting should be referred to Ms. Stevelyn Christopher at (916) 323-4582.



ROBERT A. HOREL  
Deputy Director  
Welfare Program Division

Enclosures

cc: Dr. Sharon Fujii  
CWDA

State of California  
Department of Social Services

Manual Msg. No.: M69-203A  
Action : Disc.  
Reason: Refugees  
Title : RCA Time Expiration:  
Discontinuance  
Form No. : NA 290  
Effective Date : 10/91  
Revision Date :

Auto ID No. :  
Flow Chart No. :  
Source : RCA  
Regulation Cite : 69-203.41

MESSAGE: As of \_\_\_\_\_, the County is stopping your Refugee Cash Assistance (RCA).

Here's why:

On November 30, 1991, a change in federal rules lowered the number of months of RCA you can get. You can't get RCA after you have been in the United States longer than eight (8) months.

You have lived in the United States longer than eight (8) months.

You may be able to get cash aid in another program. Call your worker at \_\_\_\_\_.

You will get another notice about your Medi-Cal.

INSTRUCTIONS: Use to discontinue a case from RCA when the family has lived in the United States for eight (8) months or longer.

Fill in the effective date of the discontinuance.

Fill in the worker's phone number.

State of California  
Department of Social Services

Manual Msg. No. M69-203B  
Action : Deny  
Reason: Refugees

Auto ID No. :  
Flow Chart No. :  
Source : RCA  
Regulation Cite : 69-203.41

Title : RCA Time Expiration:  
Denial  
Form No. : NA 290  
Effective Date : 10/91  
Revision Date :

MESSAGE: The County has denied your Refugee Cash Assistance (RCA) application dated \_\_\_\_\_ .

Here's why:

On October 1, 1991, a change in federal rules lowered the number of months of RCA you can get. You can't get RCA after you have been in the United States longer than eight (8) months.

You have lived in the United States longer than eight (8) months.

You may be able to get cash aid in another program. You must apply.

If you have questions call \_\_\_\_\_ .

INSTRUCTIONS: Use to deny an application for RCA when the client applied after being in the United States for more than eight (8) months.

Fill in the date of application.

Fill in the worker's phone number.